

1963

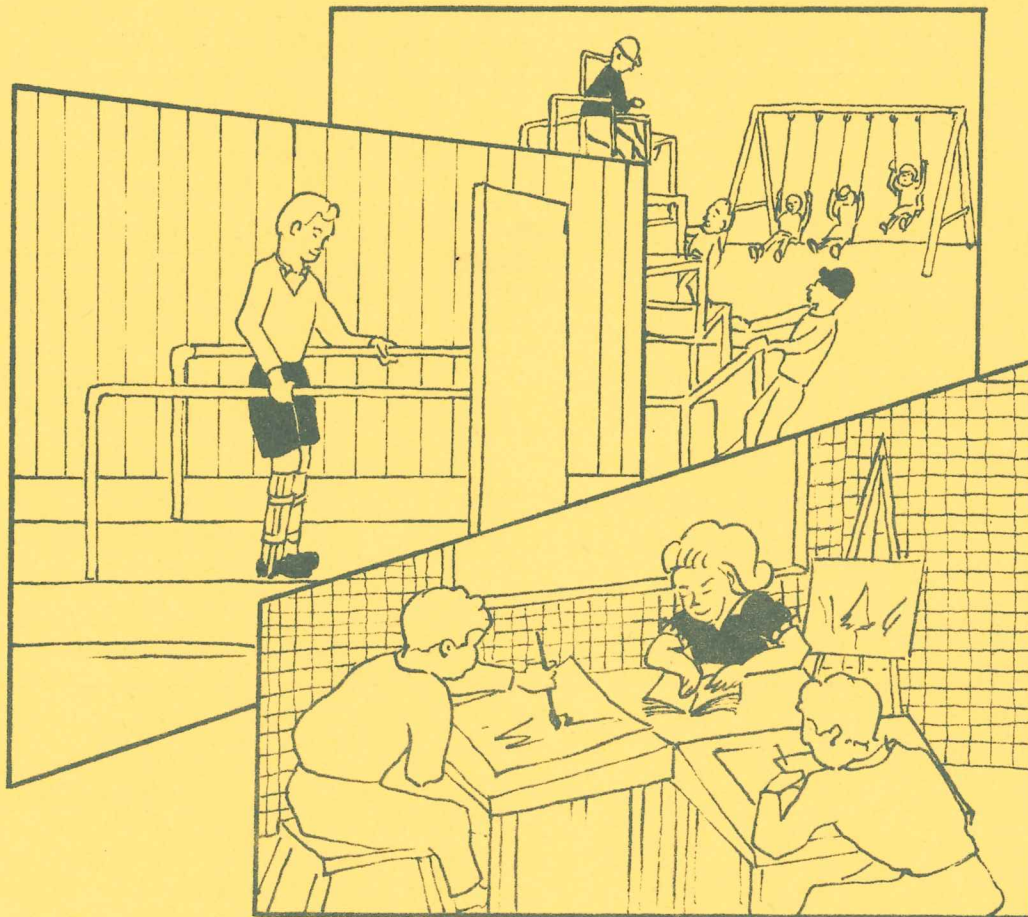
ANNUAL REPORT

Lower Fraser Valley Cerebral Palsy Association

CHILDREN'S TREATMENT CENTRE

13716 - 96th ave.

North Surrey B.C.



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T H E E L E V E N T H A N N U A L M E E T I N G

O F T H E

L O W E R F R A S E R V A L L E Y

C E R E B R A L P A L S Y A S S O C I A T I O N

C H I L D R E N ' S T R E A T M E N T C E N T R E

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PRESIDENT'S REPORT - 1963

As President, it is my pleasure to present to you the eleventh annual report of the Lower Fraser Valley Cerebral Palsy Association. The past year has been a very busy one, and now we must review our position and plan for the years to come.

During the year 1963, a 26' x 48' addition was started and is now ready for use. This will provide the space we so desperately need at the present, but will not provide for the case load of the future. Money for this addition has been drawn from many sources, a Provincial Grant of up to \$5,000.00 has been promised and part of this grant has been received at this date. Liberal grants have been received from the Municipality of Surrey and other surrounding municipalities. Donations have been received from Companies, Clubs, Lodges and a host of kind people. The building, a pre-cut structure was purchased from Valley Lumber Company Limited at a very reasonable price and a liberal discount was granted. Quotations received for fixtures and equipment were very low and special discounts were received. Many items were donated and Services were given free. Construction labour was provided by volunteers from the Van Zor Grotto, who spent many hours on the job. Among those from the Van Zor Grotto who gave so freely of their time were many skilled tradesmen. The Ladies of the Van Zor provided coffee and refreshments. Our sincere thanks go out to all those who helped in this effort. I am pleased to report that funds are available to pay for this addition to the Centre.

The play area at the rear of the Centre was black topped and an area planted in grass, by the members of the Elks Lodges in the areas. Swings and playground equipment was donated and erected by the Parks Board, Municipality of Surrey. This has given the children many hours of pleasure in the fresh air and sunshine. Again our thanks go out to many kind people.

Regarding our financing, I would like to point out that money received for building and construction must be used for that purpose. Money received from United Good Neighbour and other similar sources must be used for operating costs. You will note that our financial statement is prepared in a slightly different form this year, to present more clearly the standing of these two accounts. With your Centre established as it is, we have found it possible to finance the building. However, we have found it very difficult to meet our every day expenses which amounted to \$33,453.40 as compared to \$29,670.91 for the previous year. If we are to operate efficiently with the increased case load, additions to the staff must be made from time to time. Operating revenue was received from United Good Neighbour - \$12,077.63, Federal Government Grants \$6,831.56, Donations \$6,994.48, Cerebral Palsy Association of B.C. \$1,000.00, and the balance was made up of treatment fees, transportation fees, sale of matches and other sources as outlined in the Financial Report. No financial assistance in Operating Costs was received from the Provincial Government. Our Auxiliary has been of great help, with a Garden Party, the Western Carnival and other activities. Mrs. Clements and Mrs. Rogers raised funds with which they purchased badly needed office equipment.

At December 31st, 1963, the Operating Account showed an overdraft of \$430.13, a Bank Loan of \$500.00 and \$1,000. borrowed from the Building Fund.

During the year many events have taken place that bear on the operation of treatment centres throughout this Province, and I would like to briefly report on a few of the highlights. There are three treatment centres similar to this in our Province, one in Vancouver, one in Victoria, and the Surrey Treatment Centre, the only treatment Centre outside the big cities. These centres are represented by the Cerebral Palsy Association of B.C. under the chairmanship of Mr. O'Kiely. Treatment in these centres is no longer confined to Cerebral Palsy, but includes Polio and many other disabling disorders. Through the Cerebral Palsy Association of B.C. representation has been made to the Federal Government for increased grants. A Brief has also been presented to the Honourable Eric Martin, Minister of Health for the Province of B.C. requesting financial assistance from our Provincial Government. Miss Hardy and I were among the delegates who called on the Minister of Health. We were granted a hearing and allowed to fully explain our financial position and were promised that our request would be given further consideration. To this date we have not received assistance from the Provincial Government, but I assure you that the matter will not be allowed to drop. If these Centres are to continue to give efficient service we must have increased Federal Assistance and we must also receive some assistance from our Provincial Government. We cannot forever call on our good neighbours to pay so high a percentage of our costs.

Other events of the year, an International meeting was held in Denmark regarding the treatment of the Handicapped. An Inter Provincial meeting was held at Montreal attended by Dr. Dunn, of the Medical Advisory board of the Cerebral Palsy Association of B.C. A Western Regional Conference was held at Saskatoon attended by Miss Hardy and Mrs. Emerson, and a seminar was held at the University of British Columbia. I might also mention that Dr. Cook, while on holiday in Great Britain spent several days touring treatment centres there. Activities such as these enable your Centre to keep abreast of the latest developments of treatment.

In closing I would like to thank the Surrey School Board for the help and advice they have given and particularly, I would like to thank them for the services of Mrs. Emerson. Miss Hardy and the staff deserve a hearty vote of thanks for the work they have done during the past year under badly over crowded conditions. I would also like to thank the Board of Directors for attending meetings and giving so much of their time to the management of the Centre.

I.B. Barr,
President.

EXECUTIVE DIRECTOR'S REPORT - 1963.

In preparation of the 1963 Annual Report, my third, a comparison was sought and found in the previous reports of the past presidents of the Lower Fraser Valley Cerebral Palsy Association. The most predominant and constructive thought expressed throughout these formative years was, "the beacon of faith carried by all concerned". No hope of improvement in the financial picture was ever held out, despite this the sure knowledge of the need for progress seems to have carried the pioneers through the difficult years, 1963 has been no exception.

In predicting the needs for expansion last year, it hardly seemed possible that this need would be met, but again the joint efforts of our members and their friends have resulted in a new building which was almost ready for occupancy by the end of 1963.

The most important people in this centre are the children and the programme provided continues to be satisfactory. With more money, more could be achieved and the frustrations of the professional staff have not been borne in silence. None of us can do our best under the limitations experienced, but nevertheless there is evidence to prove much has been accomplished. It is not necessary to parade statistics to those parents whose children have been helped to walk, and to others whose children come happily to the shelter of the school-rooms where the acceptance of their crippling conditions are given by their peers, staff and volunteers.

Casework services have been provided on intake of all new referrals, Intensive casework has been necessary in most pre-operative and post-operative cases in conjunction with the other members of the clinical team. I must stress that many children and their families should have received more help on a home management basis, but due to lack of staff unfortunately this has not been possible.

As Executive Director and Social Worker, it has been my privilege to address a number of Parent Teacher Association Groups, and this was found most rewarding as parents can understand other parents' problems and educate their own children in helping the crippled children in their schools and home areas.

The continued anxieties over finances is of the greatest concern, but coupled with this is the gratitude for the continued support of people, public and private organizations, that never ceases to amaze. The strength and determination to carry on this tremendous responsibility comes from the convictions of all the people helping the crippled children in whom we are interested.

Executive Director's Report - Continued - 2 -

Annual Reports are dry reading and it is customary to produce statistics. These are attached for your perusal.

In reporting the standing of the caseload, it will be apparent new referrals remain as of 1962, an average of two new cases per month. It is interesting to note that an estimated 290,000 are resident in the areas serviced at present. With the opening of the Port Mann Bridge the communities on the other side of the Fraser River will be more accessible to their children needing treatment, which we may be expected to provide. Furthermore expansion in other areas of the Valley can not be overlooked.

Therefore in projecting the needs for the future careful consideration should be given to the additional staff that will be needed. The physiotherapy - occupational therapy departments would need a part-time physio and occupational therapist. A speech therapist on a part-time basis is already indicated. A psychologist continues to provide an adequate service on a part time basis.

It is customary to close a report with an expression of gratitude for the help received. It would not be possible for me to add anything to the President's report, but I must express my personal thanks to Dr. Cook for his warm understanding of the needs of the children and their parents, to the Board of Directors and to the Executive for their tolerance and interest in all our problems, and to the staff for their co-operation, and loyal support.

(Miss) Margery C. Hardy,
Executive Director

MEDICAL DIRECTOR'S REPORT - 1963

In the history of an institution or organization there seems to be, quite often, a stage in development when it is self evident that the initial struggle is over and that a stable and useful unit has been created.

Our Treatment Centre seems to have entered this phase, during 1963. Further confirmation of this can be seen in the building extension for which we are most grateful. Apart from our financial difficulties, which our friends do their best to alleviate with their sterling efforts, our concern about our place in the community seems to be resolved.

The school, preschool and physiotherapy departments continue to function efficiently. An important part of the home management programme has been carried out by Miss Hardy. Due to lack of a full time social worker, the efforts have been concentrated on preparation for surgery and follow up. A fuller service will be possible in 1964, with the appointment of Mrs. Moffatt who comes to us with a wealth of knowledge of many aspects of child care.

Mrs. Cairney in the preschool has taken the place of Miss Bullen who left to get married and we are looking forward to the continued high standard of care we were used to from this department.

From a medical point of view we have been encouraged by the results we have seen in several of the children. A number are now really on their feet for the first time in their lives. For this they are indebted to Dr. W. J. Thompson who undertook their surgical care and to Mrs. Nordick, for continuing physiotherapy.

We also have the benefit of the skill and experience of Dr. A.C. Pinkerton and Dr. L.G. Andrews of the G.F. Strong Rehabilitation Centre, and of Dr. H.G. Dunn, University of British Columbia for neurological consultations.

While surgical operations can help some handicapped children, a large number must look elsewhere in their efforts to take their place in society. It was with this in mind that the preschool and school rooms were included in this Centre when it was founded. It gives great satisfaction to see how these units are functioning as parts of prime importance in the Centre in the overall pattern of service.

Year by year it is a pleasure for me to express my appreciation to Miss Hardy and the Staff for their kind consideration and support.

E.G. Cook, M.B., M.R.C.P. (London)
Medical Director

PHYSIOTHERAPY AND OCCUPATIONAL THERAPY REPORT

1963

The physical and occupational therapy treatment programme for the year 1963 has expanded in many directions. Not only have the total number of treatments increased but there has been a great increase in the number of occupational therapy treatments.

The statistics for this department for the past year are presented at the end of this report. It will be noted that treatments for children other than those with cerebral palsy have increased in number and this increase has been most marked in the case of primary and secondary muscular atrophy classed under "Muscular Dystrophy". The number of treatments to children with residual paralysis resulting from poliomyelitis have decreased by 50% from the number in 1962. It might be expected that this downward trend will continue in the future due to the vaccines given through the health department. In the category "Others" various congenital malformations have been included and this category, too, has shown a great increase over 1962.

It is hoped that in the near future when we have more space that our programme can be extended even further. At the moment as well as giving very specific Occupational Therapy treatments to the children, a group programme for the children with Muscular dystrophy has been initiated.

With the completion of the new addition to the Centre, separate areas will be provided for physical and occupational therapy allowing further expansion. In the not too distant future the treatment staff will have to be increased to allow more time for occupational therapy, plus group recreation.

Della Nordick, B.Sc., (P.& O.T.)M.Sc.

| | | |
|--------------------------|------------------------------------|------|
| <u>STATISTICS - 1963</u> | - NUMBER OF TREATMENTS GIVEN | 1373 |
| | CEREBRAL PALSY | 901 |
| | POLIOMYELITIS | 113 |
| | MUSCULAR DYSTROPHY | 226 |
| | OTHER | 133 |

SCHOOLROOM REPORT - 1963

The school has completed a very successful year. Although the quarters were very cramped this will now be rectified with the new classroom.

In January 1963, there were nine pupils enrolled in the School and with two school-age children in the kindergarten on the register making a total of eleven. One pupil entered in February, one pupil left for treatment at the Sunnyhill Hospital, attending school there, and a blind child attended for the month of June. This gave a total of thirteen pupils enrolled during the first six months.

In September one child went to regular classes, one to a special class, one left school and one was accepted for the school for the blind.

Class opened in September with an enrollment of 10 pupils, which included three graduates from Miss Bullen's kindergarten. A deaf child was accepted in October, making a total of eleven regular attendants at the end of December.

Thus a total of sixteen pupils were enrolled during 1963.

I would like to thank the Board of Directors for their backing, the Executive Director for her advice and assistance, Dr. Cook, and the staff for their general cooperation.

The class comes under the direction of Mr. G.A. Greenaway, Supervisor of Special Education for Surrey Schools, and is attached to A.H.P. Matthew School of which Mr. G. Headland is Principal. To these two gentlemen we owe a great deal of gratitude for their surveillance and support throughout the year. Without these gentlemen the school would not be the success it is.

Lastly I would like to thank all the volunteers who are so faithful to the needs of the handicapped children.

(Mrs.) Lillian Emerson,
School teacher.

PRESCHOOL REPORT - 1963.

The preschool enrollment continues to grow so it is fortunate that the preschool department will be enlarged in the coming year. The tiny room that has been used for these young children for the past two years is no longer adequate for the needs of three different preschool programmes.

In January 1963, there were 20 children attending preschool. In September 1963, 9 of these dispersed to various other schools including the Grade one class in the school here at the Centre. Also in September 1963, eleven new children were enrolled in the preschool bringing the total to 22.

The completion of an outdoor playground has not only added a necessary aspect to the treatment programme, but has also relieved considerable congestion inside the building.

Ann Bullen,
Nursery Therapist

WAYS AND MEANS COMMITTEE REPORT

FOR 1963

In 1963 the Ways and Means Committee did not operate on a highly organized committee basis, most of the work being done at the individual level. This is unfortunate, because the set-up in previous years, with "Area Public Relations Chairmen" in each community, while not too productive financially, did have considerable Public Relations value.

The Ways and Means Committee has been active in the following areas:

1. Public Relations.

This year there were not too many requests for speakers, partly because we did not send letters to organizations as we did in previous years. The request for speakers were handled by Miss Hardy.

Again a booth was set up at the Lower Fraser Valley Agricultural Exhibition, but it was in a poor location so the response was poor.

The Ways and Means Committee publishes the Treatment Centre "NEWSLETTER", and in 1963 five issues were sent out to all members. The Newsletter is designed to keep members informed of developments at the Centre and to notify them of coming events.

2. Fund Raising, Building.

This is the area in which the Ways and Means Committee has had most success. So successful has it been that the new addition will be completely free of debt when it is finished. This has come about as the result of three major developments.

First, at the beginning of 1963 even before the building was started, the Building Fund contained \$1,200. plus another \$1,000 which had been loaned to the Directors to be applied against the transportation debt.

Secondly, in 1963 the Ways and Means Committee, assisted in drawing up a brief requesting Provincial Government assistance for building the addition. This brief was presented to the Provincial Secretary by the Cerebral Palsy Association of B.C. with our own representatives plus representatives from local municipal councils. The result was a grant of \$5000. from the Provincial Government.

Thirdly, the Ways and Means Committee wrote all surrounding municipalities and cities asking for a contribution to the Building Fund. Surrey Municipality replied that it would contribute \$1250. if the other municipalities contributed at least \$400. As a result we received \$1250. from Surrey, and another \$900. from the other municipalities for a total of \$2150. with the possibility of more to come in 1964.

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WAYS AND MEANS REPORT - continued - 2-

Additional sums have been contributed by organizations and individuals, including \$5,660. from the Evergreen Social Club. The Polio Foundation has promised \$400.

3. Fund Raising - Maintenance and Operation

Like most organizations of a similar nature, we have found that it is relatively easy to raise funds for a building, but rather difficult to raise funds to operate it after it is built.

The Ways and Means Committee is limited by the terms of the United Good Neighbour agreement as to what it can do to raise money. It is estimated that once the new building is in operation with the additional staff we will require \$1,500. a month more than we are receiving now from the United Good Neighbour and all other sources combined.

In addition, in June 1963, the United Good Neighbour wrote reminding us that United Good Neighbour money was not to be used for the treatment of children from outside the U.G.N area. The suggestion was made that unless we sought a source of funds in these surrounding areas, the U.G.N. Grant might have to be cut.

To this end the Ways and Means Committee has been negotiating with the B.C. Society for Crippled Children, which raises funds in these outside areas through Easter Seals. Negotiations have proceeded to the point where the B.C. Society for Crippled Children is willing to give us a grant to supplement the U.G.N. Grant, for children from surrounding areas. Approval is now being sought from the U.G. N. to allow the Association to finalize these arrangements.

The Ways and Means Committee will continue to investigate sources of funds for maintenance and operations.

N.A. Sherritt, Chairman
Ways and Means Committee

AUXILIARY REPORT - 1963

The Auxiliary has had a very busy and happy year. Many things contributed to the success of the projects undertaken. A spirit of co-operation and willingness to work was displayed by all the members.

Just to name a few of the activities - a small Rummage Sale held in Cloverdale brought in \$44.00, a Valentine Tea and Bake Sale at Crescent netted \$46.00, the Garden Party held in the summer at home of Mrs. G. Brown featured a Buffet Supper rather than an and the sum of \$143.00 was realized, and three Tupperware were held and from them, besides cash, we received several prizes were raffled at the Bazaar.

In an Annual Report space does not permit me to name all the organizations and individuals who helped to make the Western Carnival and Bazaar such a success, but the response to our appeal was wonderful. A special thanks to the Ladies of the Van Zor for their most worthwhile contribution. We are still amazed at the quantities of things that came in to be sold, also at the number of people who volunteered to help in whatever way we could use them. We are very grateful to all who gave us a hand that day. From that effort \$1,926.00 was given to the Centre. We provide milk and cookies every day to the children at the Centre.

The candy-wreath project undertaken by Mrs. Natalie McMillan was a tremendous piece of work, and thanks go to her and her father, Mr. Minuzie, for the hours and hours of time given. 565 wreaths were made and sold, bringing in more than one thousand dollars.

During the year \$500.00 was handed over to the Centre, apart from the Carnival receipts.

One new branch was added to the Auxiliary. This group, known as the 160th Street Branch, has been very active. Their special project is "The Golden Book for Charity". They collect labels from various products. Would you like to help in this? Lists are available from Mrs. Crawford. We would appreciate it if those interested in the work of the Centre would get groups of friends together in their own districts and form branches of the Auxiliary. However, small the groups may be at the beginning, they will grow.

New officers for 1964 are - President - Mrs. Fayers, Secretary - Mrs. Crawford, Treasurer - Mrs. Brown, Publicity - Mrs. Edwards, Past President - Mrs. Deans.

Our total Bank deposit for 1963 was \$4,176.50
Disbursements 3,642.55

BANK BALANCE - 1962 \$ 495.46
BANK BALANCE - 1963 1,029.41

Mrs. W. Deans,
President.

AUDITOR'S REPORT

I have examined the Balance Sheet of the Lower Fraser Valley Cerebral Palsy Association as at December 31, 1963, and the Statement of Revenue and Expense for the year ended on that date. My examination included a general review of accounting procedures and such tests of accounting records and other evidence as I considered necessary.

In my opinion the following Balance Sheet and Statement of Revenue and Expense present fairly the financial position of the Association as at December 31, 1963, and the results of its operations for the year ended on that date in accordance with generally accepted accounting principles applied on a basis consistent with that of the preceding year.

A.J. Giles
Accredited Public Accountant

LOWER FRASER VALLEY CEREBRAL PALSY ASSOCIATION

BALANCE SHEET

AS AT DECEMBER 31, 1963

A S S E T S

CURRENT ASSETS:

| | | | | |
|-----------------------------------|-----------------|----|-----------------|-------------|
| Cash on hand | | \$ | 316.81 | |
| Accounts Receivable | \$ 4,976.93 | | | |
| Less: Allowance for doubtful a/cs | <u>2,383.33</u> | | <u>2,593.60</u> | \$ 2,910.41 |

CAPITAL ASSETS:

| | | | | |
|--|-----------------|----|------------------|--------------------|
| Grounds | | \$ | 908.76 | |
| Building | \$ 9,962.72 | | | |
| - Addition under construction | <u>5,946.72</u> | | | |
| | 15,909.44 | | | |
| Office and clinic equipment | <u>3,078.01</u> | | | |
| | 18,987.45 | | | |
| Less : Accumulated depreciation | <u>2,102.14</u> | | <u>16,885.31</u> | 17,794.07 |
| Building Fund - cash in bank | | \$ | 2,461.68 | |
| - amount receivable from operating account | | | <u>1,000.00</u> | <u>3,461.68</u> |
| | | | | <u>\$24,166.16</u> |

LIABILITIES AND SURPLUS

CURRENT LIABILITIES:

| | | | | |
|-------------------------------------|--|----|-----------------|-------------|
| Bank overdraft in operating account | | \$ | 430.13 | |
| Bank Loan | | | 500.00 | |
| Accounts Payable | | | <u>2,644.68</u> | \$ 3,574.81 |
| Loan repayable to Building Fund | | | | 1,000.00 |

SURPLUS:

| | | | | |
|--|-----------------|-------------|-----------------|--------------------|
| Balance December 31st, 1962 | | \$11,905.90 | | |
| Net excess of revenue over accounts expended during the year | \$ 771.43 | | | |
| Add : amount capitalized on expenditures for building addition and equipment | <u>6,914.02</u> | | <u>7,685.45</u> | <u>19,591.35</u> |
| | | | | <u>\$24,166.16</u> |

LOWER FRASER VALLEY CEREBRAL PALSY ASSOCIATION

STATEMENT OF REVENUE AND EXPENDITURES
FOR THE YEAR ENDED, DECEMBER 31, 1963.

SOURCE OF REVENUE:

| | | |
|-----------------------------------|---------------|-------------|
| Treatment Fees | \$ 4,184.50 | |
| Medical appliances | 646.08 | |
| Membership fees | 316.00 | |
| Donations | 6,994.48 | |
| Match boxes | 556.18 | |
| Government assistance | 6,831.56 | |
| U.G.N. Allotment | 12,077.63 | |
| Provincial Association assistance | 1,000.00 | |
| Memorial fund donations | 442.30 | |
| Building fund donations | 4,393.29 | |
| Transportation fees | 2,985.33 | |
| Clinic fees | <u>711.50</u> | |
| | | \$41,138.85 |

APPLICATION OF FUNDS:

Operating Expenditures:

| | | |
|------------------------------|---------------|------------------|
| Office and clinic supplies | \$ 880.82 | |
| Miscellaneous | 211.24 | |
| Salaries | 25,102.44 | |
| Bank charges and interest | 7.13 | |
| Membership fee | 10.00 | |
| Travel expense | 373.84 | |
| Bunny Bus expense | 3,092.41 | |
| Insurance | 74.60 | |
| Telephone | 636.80 | |
| Heat, light and water | 513.23 | |
| Uncollectible fees absorbed | 1,750.89 | |
| Depreciation on fixed assets | <u>800.00</u> | |
| | | <u>33,453.40</u> |
| | | \$ 7,685.45 |

EXPENDED FOR FIXED ASSETS:

| | | |
|--|-----------------|------------------|
| Office equipment | \$ 967.30 | |
| Building addition - under construction | <u>5,946.72</u> | <u>6,914.02</u> |
| NET EXCESS OF REVENUE OVER EXPENDITURES: | | <u>\$ 771.43</u> |